

**SECRET**

DPD-4556-61

21 July 1961

**MEMORANDUM FOR THE RECORD****SUBJECT:** Contract CM 2391, Reed Research

When payment was made in November 1956 to Reed Research, a 1/2% discount in the amount of \$17.49 was taken for payment made within 10 days. This amount still remains unliquidated on our records and appears as follows:

<u>ALLOTMENT</u>	<u>OBLIGATION</u>	<u>EXPENSE</u>	<u>BALANCE</u>
6-1004-10-001	2,862.00	2,847.69	14.31
6-5725-10-003	636.00	632.82	3.18
			<u>17.49</u>

We are using this memorandum as authority to liquidate the total of \$17.49 from the allotments shown.

25X1



Finance Officer

**APPROVED:**

25X1



Deputy Comptroller, DPD-ED/P

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